

PLAN COMMISSION MEETING  
APRIL 7, 2016 - 5:00 P.M.

Members Present: Fred Horne, Ron Volkert, David Wilford, Mike Kastens, and Sarah Skinner (ex-officio)

Members Absent: Jane Hansen, Kyle Hinrichs, and MaryKay Rice

Others Present: Beth Thompson, Tanya Reigel, and Noah Wiedenfeld

Fred Horne called the meeting to order and roll call was taken.

Mike Kastens moved to adopt the agenda as presented, seconded by David Wilford and carried.

Mike Kastens moved to approve the minutes of the previous meeting on March 1, 2016, seconded by Ron Volkert and carried.

**Certified Survey Map from Dorset Investments, Inc.**

Beth Thompson explained the location of this CSM on the corner of West Richmond Way and Knowles Avenue. It was approved at the March Plan Commission meeting, but a change was made to the road right-of-way to accommodate additional development. Mike Kastens moved to recommend City Council approval of the CSM for Dorset Investments II, LLC subject to the following conditions:

- 1 All public right-of-way, trail, sidewalk and drainage and utility easement are subject to review and approval of the Public Works Director.
2. All grading, drainage and erosion control issues are subject to review and approval of the Public Works Director.
3. All utility issues are subject to review and approval of the Public Works Director.
4. Installation of street trees required by Section 117-40.B of the Subdivision Ordinance shall be deferred and is to be made a condition of the site plan review approval.

Motion was seconded by David Wilford and carried.

Within the CSM, a lot line was changed and the utility easement around the previous lot line needs to be vacated. The process for vacating an easement is for the Plan Commission to recommend City Council approval of the change. Mike Kastens moved to proceed with vacating the utility easement, seconded by David Wilford and carried.

**Communications & Miscellaneous**

Noah Wiedenfeld explained the sign ordinance process and let the Plan Commission know that an extra meeting will be necessary in the next month or so for them to discuss changes to this ordinance.

David Wilford moved to adjourn the meeting, seconded by Ron Volkert and carried.

Meeting adjourned at 4:14 p.m.

Tanya Reigel  
City Clerk